

## Vermont Enterprise GIS Consortium (EGC)

### MEETING MINUTES

*August 20<sup>th</sup>, 2014*

**11:00AM - Noon**  
Conference Call

#### **EGC Participants**

- Melissa Prindiville – ACCD
- Peter Telep – ANR
- Ivan Brown – VCGI
- Jeremy McMullen – E911
- Leslie Pelch - VCGI
- Steve Sharp – VCGI
- Pete Young – AHS/VDH
- Josh Cox - DEMHS
- Erik Engstrom – ANR
- Dan Currier - VAPDA

#### **Guests:**

#### **Documents Distributed:**

MINUTES	
Agenda Topic	Discussion
10:00AM to 11:00AM	<ul style="list-style-type: none"><li>□ <b>Initiate process to review &amp; revise the State's Enterprise GIS Strategic Plan</b><ul style="list-style-type: none"><li>○ What kind of process should we use? Do we need a neutral "third party" facilitator? Should this dovetail with ACCD's effort to reevaluate VCGI's mission?<ul style="list-style-type: none"><li>• <b>PJ:</b> Doesn't believe a "third party" facilitator is necessary. ACCD's participation is important.</li><li>• <b>Erik:</b> How does VCGI's move to ACCD impact the EGC's strategic planning process?</li><li>• <b>Steve:</b> Indicated that ACCD is trying to determine how best to integrate VCGI into ACCD, and if/how its "mission" should change. Steve felt that the State Enterprise GIS Strategic Plan should be part of ACCD's deliberations.</li><li>• <b>Jeremy:</b> "maybe we should wait" to review/revise the plan later?</li><li>• <b>Melissa:</b> Noted that the EGC would still have a plan no matter what happens with VCGI.</li><li>• <b>Josh:</b> Wasn't sure if there is a direct link between agencies needs and the future disposition of VCGI.</li><li>• <b>PJ:</b> "Objectives" are independent from implementation...that can be worked out later.</li><li>• <b>Pete Y:</b> Agreed with PJ. Indicated that the EGC's revision of the Enterprise GIS Strategic Plan needs to dovetail with ACCD's review of VCGI's mission and direction.</li><li>• <b>Melissa:</b> Indicated that the EGC should revise the Strategic Plan</li></ul></li></ul></li></ul>

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	<p>and provide to ACCD to inform decision making.</p> <ul style="list-style-type: none"> <li>• <b>Josh:</b> Agreed with Melissa. Felt that ACCD shouldn't be driving the process.</li> <li>• <b>Pete Y:</b> Agreed with Melissa and Josh. The EGC "strategic planning review group" should communication/coordinate with ACCD's "review group".</li> <li>• <b>Steve:</b> Should we focus on reviewing/revising vision, goals, and objectives?</li> <li>• <b>General:</b> General agreement that the EGC should focus on vision, goals, objectives.</li> </ul> <ul style="list-style-type: none"> <li>○ Face to face meetings? Schedule? <ul style="list-style-type: none"> <li>• <b>Steve:</b> Suggested that an EGC strategic planning "group" meet twice in September...face-to-face.</li> <li>• <b>Jeremy:</b> Suggested reviewing/revising via email.</li> <li>• <b>General:</b> General consensus that face-to-face was appropriate in this situation.</li> </ul> </li> <li>○ Next steps? <ul style="list-style-type: none"> <li>• EGC agreed that two special meetings (face-to-face) should be setup in September to review/revise vision, goals, and objectives.</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>□ <b>Status of VCGI move to State</b> <ul style="list-style-type: none"> <li>○ VCGI continues to coordinate move with ACCD. Final "drop dead" date to complete move is 3/30/3015. Additional information will be shared with EGC as it becomes available.</li> </ul> </li> <li>□ <b>Should future EGC meetings be held on the 1<sup>st</sup> Wed of the month?</b> <ul style="list-style-type: none"> <li>○ After discussion, EGC agreed to move meetings to the 1<sup>st</sup> Wednesday of each month at 11AM.</li> </ul> </li> </ul>
<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>○ <b>Monday, September 3 (11AM), 2014: Montpelier</b></li> </ul>

ACTION ITEMS - COMPREHENSIVE LIST					
Item	Action Item	Who?	Target Due Date	Priority	Status Notes
1.	ArcGIS Server Workgroup (ASW) - server sharing plan	EGC ASW	?	On Hold	

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2.	Revise SDE guidelines	VCGI (Steve) VTrans (Lesley M) ANR (Ryan/Erik)	?	On Hold	no activity to date
3.	Geocortex Essentials <ul style="list-style-type: none"> <li>Look and Feel Standards</li> </ul>	EGC + Geocortex Admin Team	?	On Hold	Draft look and feel standards submitted to State Web Master. No response.
4.	MAPS.VERMONT.GOV homepage	Leslie Pelch + Melissa Prindiville + other EGC	March 2014	Medium	Interim Maps.vermont.gov homepage created.  6/2014 Email from ACCD/CMO suggest that maps.vermont.gov "splash page" should re-point to VCGI "maps" page. Need to get thumbs up from EGC.
5.	EGC Web Services <ul style="list-style-type: none"> <li>Work to revise EGC Web Services document to address versions, https, and life-cycle issues.</li> <li>Add ArcGIS Online use and "interconnect" and sharing between agencies using AGO</li> <li>Craft ESRI Community Mapping Program implementation plan</li> </ul>	EGC	Fall 2013	DONE	EGC needs to vote on revised Web Services plan (2.1)  VCGI crafted a draft ESRI Community Mapping Program Plan and presented it to the EGC. Need EGC feedback. VCGI also engage RPCs to participate.
6.	BING Maps license <ul style="list-style-type: none"> <li>Work with EGC Members and DII to determine if we should get a BING Maps enterprise license</li> <li>Get BING pricing</li> <li>Evaluate other options such as Google and ArcGIS Online.</li> </ul>	EGC	Summer 2013	DONE	"use cases" submitted to DII  Got pricing from ACCD  Little interest in BING...stalled on this item  Contact ACCD if you're interested in the possibility of sharing their license.
7.	Add "SDE replication" option to EGC data exchange protocol	Ivan B	2013	LOW	to do

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8.	Data Warehouse Workgroup <ul style="list-style-type: none"> <li>Work with EGC members and other partners to redesign and build a new VT GIS Data Warehouse solution</li> <li>Participate in DII Open Data Pilot using Socrata</li> </ul>	EGC	2/1/2014	<b>HIGH</b>  <b>On Hold</b>	<ul style="list-style-type: none"> <li>- Tested Socrata and CKAN - done</li> <li>- User Stories (requirements) defined and ranked - done</li> <li>- RFI – done</li> <li>- RFP – On Hold</li> </ul>
9.	ESRI MPA <ul style="list-style-type: none"> <li>MPA has expired. Need to prod BGS/ESRI to get a new one signed.</li> </ul>	VCGI/EGC	1/1/2014	<b>HIGH</b>	Contact BGS and ESRI to push issue. No response as of 1/6/2014.
10.	TS Irene Data Repository	VCGI/EGC/ VTStrong	?	<b>LOW</b>	Need to meet with the Irene Recover Office to discuss plan/scope
11.	Parcel Workgroup <ul style="list-style-type: none"> <li>Setup SharePoint subsite under EGC site</li> <li>Setup regular meeting schedule</li> </ul>	Leslie Pelch and others interested	Nov 2013	<b>DONE</b>	Created subsite
12.	GIS Career Ladder <ul style="list-style-type: none"> <li>Craft a proposal</li> <li>Present to EGC for endorsement</li> <li>Present to State HR</li> </ul>	Peter Telep and volunteers	Jan 2014	<b>HIGH</b>	Crafted detailed job specifications for GIS Specialist 1-4 and present to EGC for review
13.	EGC Emergency Management Workgroup <ul style="list-style-type: none"> <li>Draft charter</li> <li>Identify work items</li> </ul>	Ivan Brown	May 2014	<b>Medium</b>	<ul style="list-style-type: none"> <li>- EMW Charter drafted.</li> </ul>